T.C.
DİİŞLERİ BAKANLIĞI
Uluslararası Güvenlik İşleri Genel Müdürlüğü

Sayı : 10277076-649.17.02-2014/7051396
Konu : KSYÖ Münhal Kadro İlanı

17.10.2014

YÜKSEKÖĞRETİM KURULU BAŞKANLIĞINA

Kimyasal Silahların Yasaklanması Örgütü (KSYÖ) Teknik Sekreteryasından alınan münhal kadro duyurusu ekte sunulmaktadır.

İncelemesinden gürültü ile ekli duyuruda, Kademli Analitik Kimyager (P-4) pozisyonu için son başvuru tarihinin 12 Kasım 2014 olduğu belirtilmektedir.

Keyfyeti bilgilerine, söz konusu pozisyon için kurumları personelince olabilecek başvurulardan Bakanlığıma bilgi verilmesini izinlerine saygılarla arzederim.

[İmzası]
Serhan A. Yiğit
Bakan a.
Daire Başkan

Ek: 1

Dağıtım:
Bilgi:
Bilim Sanayi ve Teknoloji Bakanlığı - Sanayi Genel Müdürlüğü
Sağlık Bakanlığı - Türkiye Halk Sağlığı Kurumu Başkanlığı
Yükseköğretim Kurulu Başkanlığı

T.C. Dışişleri Bakanlığı, Doktor Sadık Ahmet Caddesi No: 8 06100 Ankara / Türkiye
Telefon: 0 (312) 292 10 00, Faks: 287 33 1, http://www.mfa.gov.tr
Ayrıntılı bilgi için irtibat: Gönçü ÂĞARCHAÇ�픰, gaga@mgk.gov.tr
ORGANISATION FOR THE PROHIBITION OF CHEMICAL WEAPONS (OPCW)

Johan de Wittlaan 32, 2517 JR The Hague, The Netherlands

VACANCY NOTICE

Senior Analytical Chemist (P-4).

Date: 13 October 2014

Closing Date: 12 November 2014

This appointment is for a three-year duration with a six-month probationary period. The OPCW is a non-career organisation with limited staff tenure. The total length of service for Professional staff shall not exceed 7 years. The Director-General retains the discretion not to make any appointment to this vacancy, to make an appointment at a lower grade, or to make an appointment with a modified job description.

Principal Functions

Under the supervision of the Head of Laboratory and in accordance with the OPCW Core Values of Integrity, Professionalism and Respect for Diversity/Gender Equality, the incumbent performs the following duties:

Undertake the organization (compilation, implementation and updating) of the OPCW Central Analytical Database (OCAD); Receive contributed spectra (including mass spectra, GC retention indices, infrared spectra and nuclear magnetic resonance spectra); Prepare and distribute contributed data for evaluation by the Validation group; Document and maintain records of the database compilation; Preparation of new version of the OCAD; Prepare on-site version of OCAD; Check and update the contents of the database by requesting contributions for missing data or unsatisfactory spectra; Draft correspondence concerning policy issues related to the database and undertakes technical correspondences concerning the database issues; Further develop the OCAD project with the Information Technology unit.

In addition to maintaining and updating the OCAD, the Senior Analytical Chemist will be responsible for the maintenance/enhancement of the OPCW Dual Mode Software (ODMS) used for on-site inspections. ODMS provides for controlling GC/MS instruments in either open (i.e. normal) mode or in a restricted mode (little information provided to the instrument operator).

Provide technical advice, training and support on inspection and verification analytical equipment-related issues; Evaluate information and documents related to inspection equipment and sample analysis; Provide technical advice and information relating to inspection analytical equipment and verification-related analytical issues.

In addition, at least one of the following functions will be required:

- Act as backup for other Laboratory activities: Test, maintain, calibrate and document GC/MS inspection equipment; Perform instrument preparation, calibration and validation before issuing Instrumentation for an inspection mission.

- Provide training and certification exercises for AC inspectors or other students on performing analyses using GC/MS systems and sample collection and preparation kits; Assist with the planning of the scope, technical and organizational aspects of the training; Preparation and validation of instruments for the training; Preparation of the samples for the training and certification exercises; Act as lecturer and instructor during training and exercise; Evaluate and report the performance of the trainees.

- Maintain OPCW Laboratory accreditation and support QMS: Actively contribute to the maintenance and development of the QMS in the relevant areas; Maintain and develop QMS documentation, including SOPs and WIs; Support internal audit activities, receive audit reports and ensure corrective action where necessary; Assist with the preparation of the quality manuals, the document control mechanism and the recording reporting methods.

- Ensure safe and efficient operation of the OPCW Laboratory in Rijswijk Facility including procurement and maintenance of laboratory equipment.

- Perform other duties as required.

Requirements

Knowledge and skills:

- Advance university degree in Chemistry or equivalent from a recognised institution;
- Knowledge of the chemistry of Scheduled chemicals that are listed in the "Annex on Chemicals" in the Chemical Weapons Convention (CWC);
- Knowledge of sampling and analysis procedures for the analysis of chemical weapons related chemicals and of related instrumental analytical methods and techniques (GC/MS, LC/MS, FTIR, NMR);
- Knowledge of quality assurance and quality control procedures and international standards;
- Strong computer software and electronic data management skills;
- Practical knowledge of GC/MS processing software such as Agilent Chemstation and MS library managing software such as NIST MS Search/AMDIS;
- Basic understanding of modern database methodology;
- Basic understanding of statistical methods for quality control;
- Basic understanding of general analytical methods, their limitations and of modern instrumentation needed to apply these methods in field as well as laboratory situations;
- Tact, discretion, and the ability to work harmoniously in a multicultural environment.

Experiences:

- At least 7 years experience in the field of analytical chemistry, laboratory and instrumental analysis (a first-level university degree in combination with 9 years extensive relevant laboratory experience may be accepted in lieu of the advanced university degree);
- A minimum of 6 years recent and practical experience as operator of GC/MS instrumentation;
- Several years of recent and practical experience in the analysis of chemical weapons related samples; including sample collection and sample preparation procedures for environmental samples;
- Specific experience with data analysis including evaluation of data for analytical libraries;
- Practical experience in computer programming will be an asset;
- Practical experience installing Windows software and instrument control software on PCs will be an asset.

Languages:

Fluency in English is essential and a good working knowledge of one of the other official languages (Arabic, Chinese, French, Russian, and Spanish) is desirable.
Total annual salary consists of a net annual salary (net of taxes and before medical insurance and provident fund deductions) in USS and a post adjustment. The post adjustment (cost of living allowance) is variable and subject to change without notice in accordance with the rates as set within the UN Common System for salaries and allowances. The figure quoted on the right, is based on the October 2014 rate of 49.4%.

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<tr>
<th>Category</th>
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September 2014/MAG/SD
The Secretariat of the Organisation for the Prohibition of Chemical Weapons (OPCW) presents its compliments to the Permanent Representations and Ministries of Foreign Affairs of the Member States of the OPCW and has the honour to draw attention to the enclosed vacancy notice:

**Senior Analytical Chemist P-4**  
Verification Division

Notice of candidature for the above post should reach the Organisation by 12 November 2014.

Following the implementation of the Organisation’s online application system, candidates are strongly advised to submit their applications for this vacancy online through the Organisation’s website: [www.opcw.org](http://www.opcw.org).

The Secretariat wishes to emphasise that it encourages Member States to include suitably qualified and experienced female applicants amongst the nominations they will be forwarding for this post.

The Secretariat of the Organisation for the Prohibition of Chemical Weapons thanks the Permanent Representations and Ministries of Foreign Affairs of Member States of the OPCW for their assistance in this regard and avails itself of this opportunity to renew to them the assurances of its highest consideration.

The Hague, 14 October 2014

Embassies and Ministries of Foreign Affairs of Member States to the Organisation for the Prohibition of Chemical Weapons